



## Sample Customer Notification

Have you been wondering, "Hey! Where's all that great SPAM and marketing that used to clog up my inbox gone?"

The answer is that those emails are being "quarantined" for 14 days. If you have been expecting email that has not appeared in your Outlook Inbox, visit <https://junkmail.wa.lcl:83>. At this site, you are able to view your quarantined mail and release any legitimate emails to your Inbox by selecting the "**Release and Add to Safelist**" option. Doing this enables future emails from this source to go directly to your Inbox.

Items of note:

1. Your userID to log into this website is in the format of [JerryS@dis.wa.gov](mailto:JerryS@dis.wa.gov).
2. Additions to the "**Safelist**" and "**Blocklist**" will take effect after one hour.
3. You may have a total of up to 50 entries in your "**Safelist**" and "**Blocklist**" combined
4. You can find the "**Safelist**" and "**Blocklist**" underneath "**Options**" (which is displayed at the top right of the page).
5. The "**Logout**" function is also found underneath "**Options**".
6. This website is not available outside the SGN (use VPN if you want to access this site remotely).

If you have any questions, feel free to reply to this email.

Thank you.